## MEMORANDUM

**TO:** School Superintendents, Principals, and Technology Directors

**FROM:** The Indiana Department of Education

**DATE:** September 10, 2009

**SUBJECT:** Technical support for technology planning (Three Year Technology Plan)

In an effort to assist schools in completing their 2010 through 2013 Technology Plan, or their 2010 Technology Plan Update, the IDOE is hosting a webinar on September 18<sup>th</sup> at 9:00 EST. We will discuss three issues:

- 1. An overview of the current technology planning process.
- 2. Guidance for completing the Three Year Technology Plan and One Year Update.
- 3. Suggestions from you about how to make the Three Year Technology Plan and One Year Update a more constructive and viable endeavor (future of the Three Year Technology Plan and Update).

To attend the webinar, use the following instructions.

To join this meeting (Now from iPhones too!)

- I. Go to https://indiana-doe.webex.com/indiana-doe/j.php?J=646737817
- 2. Enter the meeting password: This meeting does not require a password.
- 3. Click "Join Now".
- 4. Follow the instructions that appear on your screen.

Meeting Number: 646 737 817

Meeting Password: This meeting does not require a password.

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Audio conference information

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To receive a call back, provide your phone number when you join the meeting, or call the number below and enter the access code.

Call-in toll-free number (US/Canada): 866-699-3239 Call-in toll number (US/Canada): 1-408-792-6300

Global call-in numbers: https://indiana-doe.webex.com/indiana-doe/globalcallin.php?serviceType=MC&ED=120999402&tollFree=I

Toll-free dialing restrictions: http://www.webex.com/pdf/tollfree\_restrictions.pdf

Access code: 646 737 817 http://www.webex.com

IMPORTANT NOTICE: This WebEx service includes a feature that allows audio and any documents and other materials exchanged or viewed during the session to be recorded. By joining this session, you automatically consent to such recordings. If you do not consent to the recording, do not join the session.

If you have any questions, please call Mark Broderick (317 234 3063) or email broderic@doe.in.gov